

The Little Traverse Bay Bands of Odawa Indians  
Zoning Board of Appeals Meeting Minutes  
7500 Odawa Circle Harbor Springs, MI 49740  
September 19, 2019

Call to Order: 5:07 p.m.

Roll Call: Carol Jeffers, Michele Portman-LaCount

Guests: none

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Selection of Officers

Motion made by Michele Portman-LaCount and supported by Carol Jeffers to appoint Carol Jeffers as Board Chair.

Vote: 2 - Yes, 0 - No, 0 - Abstained, 1 - Absent (Position Vacant)

Motion carried.

Discussion

- Vacancy on Board.
- Appointment for Board Vice-Chair tabled until another Board Member is appointed.

Motion made by Carol Jeffers and supported by Michele Portman-LaCount to appoint Michele Portman-LaCount as Board Secretary.

Vote: 2 - Yes, 0 - No, 0 - Abstained, 1 - Absent (Position Vacant)

Motion carried.

Motion made by Carol Jeffers and supported by Michele Portman-LaCount to adopt the agenda for September 19, 2019 as presented.

Vote: 2 - Yes, 0 - No, 0 - Abstained, 1 - Absent (Position Vacant)

Motion carried.

Motion made by Carol Jeffers and supported by Michele Portman-LaCount to approve the minutes of December 14, 2017 as presented.

Vote: 2 - Yes, 0 - No, 0 - Abstained, 1 - Absent (Position Vacant)

Motion carried.

Discussion

- Review of Zoning Statute
- Regulations
- Policy and Procedures
- Forms.

1 Discussion

- 2 - Need adopt rules of procedures for the conduct of their business  
3 subject to the approval of the Tribal Chairperson. Would like to include  
4 definition of a "quorum present" for electronic participation.  
5 - Need Hearing Procedures.  
6 - Who receives appeals and are they time stamped?  
7 - Definition of "property owner".  
8

9 6:04 p.m. Public Comment opened: no comments.

10  
11 6:04 p.m. Public Comment closed.

12  
13 Next Meeting date to be decided and posted.

14  
15 The following 2020 Regular Meeting dates will be posted to the LTBB web  
16 meetings calendar: April 16, 2020 at 3:00 p.m., September 17, 2020 at 3:00 p.m.  
17 All meetings will be in held at 7500 Odawa Circle Harbor springs MI 49740.  
18

19 6:06 p.m. Motion made by and supported by to adjourn.

20 Vote: 2 - Yes, 0 - No, 0 - Abstained, 1 – Absent (Position Vacant)

21 Motion carried.  
22

23  
24 These Minutes have been read and approved:  
25  
26  
27

28 \_\_\_\_\_  
29 Michele Portman-LaCount, Secretary

\_\_\_\_\_  
Date